

INTRODUCTION

1. Purpose and Scope

National Weather Service Environmental Manual (NWSM 50-1116) implements the elements of the National Weather Service (NWS) Environmental Compliance Program defined in the National Weather Service Policy Directive 50-51 ENVIRONMENTAL COMPLIANCE which superseded WSOM Chapter A-46, Environmental Compliance Policy.

This manual was developed in accordance with Environmental Protection Agency (EPA), Department of Commerce, NOAA and other Federal agency's environmental standards (e.g., Department of Transportation (DOT) and Occupational Safety and Health Administration (OSHA). In the absence of any published standards, guidance was developed to govern unique NWS activities.

2. Definitions

Designated Responsible Official - The Designated Responsible Official (DRO) at every NOAA facility is the senior NOAA official on-site. This official has authority over operations or activities which are subject to environmental statutes. The responsibility of the DROs is inherent in their position and need not be formally designated or ascribed.

Facility Environmental Coordinator - The Facility Environmental Coordinator (FEC) is responsible for ensuring the activities carried out at a facility are conducted in accordance with Federal, state and local environmental regulations.

Station Manager - the Station Manager shall be either the NWS Regional Director; Directors of Centers under NCEP (Aviation Weather Center, NP6; Storm Prediction center, NP7; and Tropical Prediction Center, NP8), Directors of the NDBC, NWSTC, and Chiefs of NRC, ROC and SR & DC facilities; or Meteorologist-in-Charge (MIC), Hydrologist-in-Charge (HIC) or Official-in-Charge (OIC).

Memorandum of Understanding - a written agreement between two governmental organizations which defines each organization's responsibilities and duties.

3. Acronyms Employed in this Section

AA	-	Assistant Administrator
DAA	-	Deputy Assistant Administrator
DOC	-	Department of Commerce
DOT	-	Department of Transportation
DRO	-	Designated Responsible Official
EPA	-	Environmental Protection Agency

FEC	-	Facility Environmental Coordinator
HIC	-	Hydrologist-in-Charge
MIC	-	Meteorologist-in-Charge
NWS	-	National Weather Service
OIC	-	Official-in-Charge
OSHA	-	Occupational Safety & Health Act
RECO	-	Regional Environmental Compliance Officer

4. Applicability

These sections are applicable to NWS facilities, operations and personnel (e.g., employees, contractors, visitors) and will be implemented as directed by NWS PD 50-51. When NWS operations are conducted at another organization's site (e.g., Government agency, university) NWS environmental requirements and procedures shall be followed unless the hosting organization's requirements and procedures pre-empt as determined in the lease agreement, Memorandum of Understanding, etc.

5. Manual Organization

Each section of the manual consists of a table of contents, one-page summary (synopsis), a checklist, the full text of the program requirements and copies and/or sources of the references. The summary highlights the most important aspects of the program and may be used by Station Managers as an overview for program implementation. The checklist should be used initially to determine facility/workstation compliance with the requirements of the section then at least annually or, as needed, to ensure for compliance.

There is a special note concerning these checklists. Each question on the checklist has three possible answers - YES, NO or NOT APPLICABLE (NA). Typically, three underlined spaces have been provided for the answer. For some questions, the underlined space has been replaced by an empty rectangle or "box." These boxes indicate that special action is required. If the correct answer is placed in a box, the NWS Regional Environmental Coordinator or the NOAA Regional Environmental Compliance Officer (RECO) must be contacted as soon as possible.

The manual also includes a glossary which contains the definitions for keywords used in the manual and a list of acronyms used in the text.

6. NOAA Titles

In NAO 216-17, NOAA Environmental Compliance Program uses certain terms to define personnel who have roles in environmental compliance matters. However, the same terms are not used by each Line Office within NOAA. There are two terms which have a direct application to NWS personnel:

6.1 Designated Responsible Official

The Designated Responsible Official (DRO) at every NOAA facility is the senior NOAA official on-site. This official has authority over operations or activities which are subject to environmental statutes. The responsibility of the DROs is inherent in their position and need not be formally designated or ascribed. For the NWS, the DRO could be: the Assistant Administrator (AA), the Deputy Assistant Administration (DAA), the Regional/Center/Office Director, the Meteorologist-in-Charge (MIC), Hydrologist-in-Charge (HIC) or Official-in-Charge (OIC).

According to NOAA, the DRO is assigned the following duties and responsibilities:

- a. Ensuring that facility operations and activities are conducted in compliance with environmental and occupational safety/health requirements.
- b. Ensure that all areas and operations of each workplace, including office operations, under the DRO jurisdiction, are locally inspected (i.e., assessed, surveyed, audit, etc.) at least annually.
- c. Ensuring that all environmental and occupational safety/health assessment or survey findings are corrected within the recommended abatement period.
- d. Ensuring that on-site personnel are aware of environmental and occupational safety/health requirements and are properly trained and equipped.
- e. Elevating environmental and/or occupational safety/health compliance issues to senior management with recommendations for resolution as necessary to ensure compliance.

6.2 Facility Environmental Coordinator

The Facility Environmental Coordinator (FEC) is responsible for ensuring the activities carried out at a facility are conducted in accordance with Federal, state and local environmental regulations. Typically, each NOAA facility will have a designated FEC who is also responsible for compliance with occupational safety and health requirements. For the NWS, the FEC is usually the Environmental Focal Point.

7. References

A list of specific references to regulations, standards and guidelines used to implement the program is included at the end of each section. In addition, Appendix A to this manual provides a summary

of the laws that created the national environmental program as well as a cross reference to the regulations promulgated as a result of these laws.